

Office of Administration

The Honorable Keyanna Conner, Secretary of Administration



The Secretary of Administration advances Governor Northam's vision of a Commonwealth of Opportunity through efficient and effective management of the people's resources. The state agencies in the Administration secretariat manage the Commonwealth's buildings and grounds, administer employee policies and benefits, oversee elections, work to improve manager-employee relations in state government, direct state funds to constitutional officers, and secure and advance commonwealth data and systems to improve public services.

Office of Administration Includes:

[Secretary of Administration](#)

[Department of Human Resource Management](#)

[Compensation Board](#)

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[Virginia Management Fellows Program Administration](#)

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For agency details, click the applicable link above to open the agency budget document page.

Operating Summary for Office of Administration (Dollars in Millions)

Funds	FY 2021 Approp	FY 2021 Changes	FY 2021 Total	FY 2022 Approp	FY 2022 Changes	FY 2022 Total
Total	\$3,683.0	\$15.8	\$3,698.8	\$3,785.9	\$59.6	\$3,845.5
General	\$788.8	\$3.6	\$792.3	\$786.0	(\$2.4)	\$783.6
Special	\$21.4	\$0.0	\$21.4	\$21.3	\$0.0	\$21.3
Enterprise	\$632.2	\$0.0	\$632.2	\$631.0	\$0.0	\$631.0
Internal Service	\$2,086.5	\$12.2	\$2,098.7	\$2,193.3	\$62.1	\$2,255.4
Trust and Agency	\$138.3	\$0.0	\$138.3	\$138.3	\$0.0	\$138.3
Dedicated Special	\$8.6	\$0.0	\$8.6	\$8.6	\$0.0	\$8.6
Federal	\$7.3	\$0.0	\$7.3	\$7.3	\$0.0	\$7.3

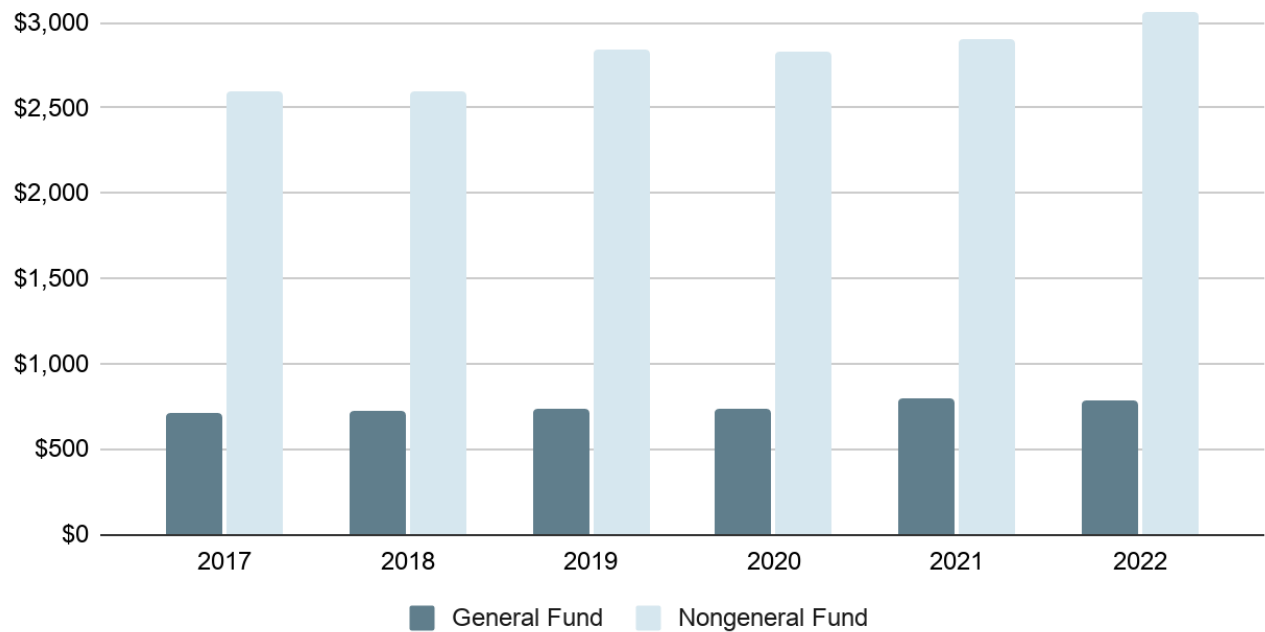
Authorized Positions for Office of Administration

Funds	FY 2021 Approp	FY 2021 Changes	FY 2021 Totals	FY 2022 Approp	FY 2022 Changes	FY 2022 Totals
Total	1,130.40	1.00	1,131.40	1,132.40	7.00	1,139.40
General Fund	385.40	1.00	386.40	385.40	2.00	387.40
Nongeneral Fund	745.00	0.00	745.00	747.00	5.00	752.00

Operating Budget History

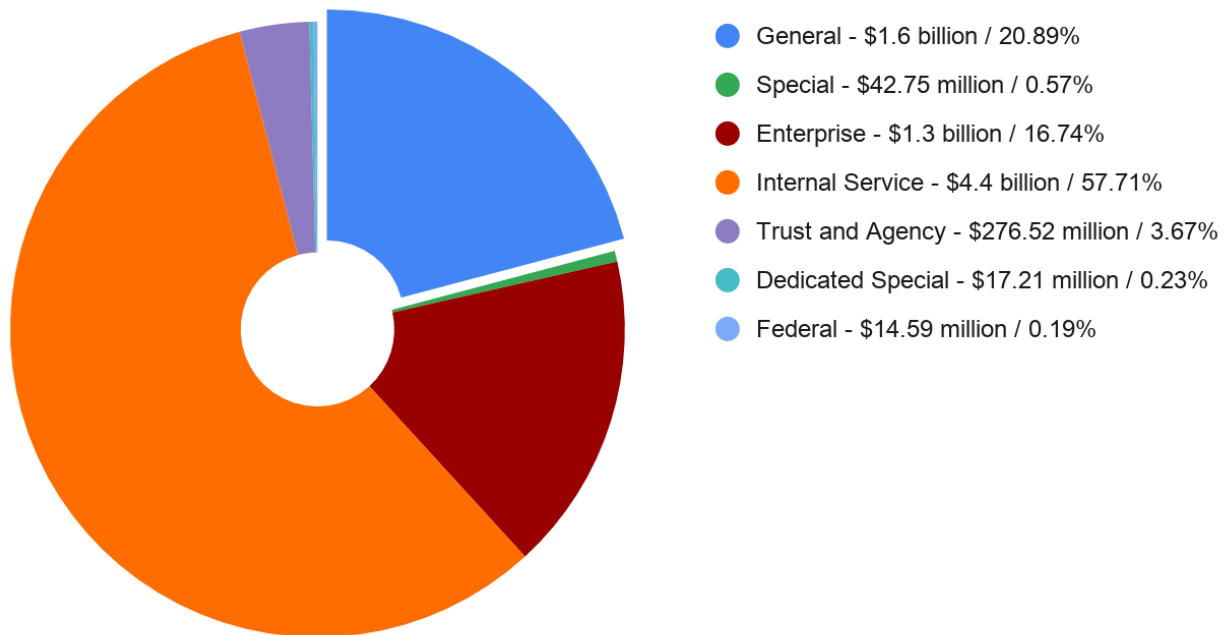
Office of Administration

(Dollars in Millions)



2020-2022 Biennium Total Proposed Operating Budget

Office of Administration



[For more information, click here to see the budget page for this Secretariat / Department](#)

	FY 2021	FY 2021		FY 2022	FY 2022	
	General Fund	Nongeneral Fund	FY 2021 Total	General Fund	Nongeneral Fund	FY 2022 Total

Operating Budget Summary

For more agency details, click the links below to open the agency budget document page.

Office of Administration Grand Totals:

Total Legislative Appropriation	\$788,765,285	\$2,894,236,412	\$3,683,001,697	\$786,031,528	\$2,999,840,910	\$3,785,872,438
<i>Total, Appropriation Changes</i>	<i>\$3,561,823</i>	<i>\$12,202,244</i>	<i>\$15,764,067</i>	<i>(\$2,429,462)</i>	<i>\$62,056,590</i>	<i>\$59,627,128</i>
Total Appropriation	\$792,327,108	\$2,906,438,656	\$3,698,765,764	\$783,602,066	\$3,061,897,500	\$3,845,499,566

Total Legislative Authorized Positions	385.40	745.00	1,130.40	385.40	747.00	1,132.40
<i>Total, Position Changes</i>	<i>1.00</i>	<i>0.00</i>	<i>1.00</i>	<i>2.00</i>	<i>5.00</i>	<i>7.00</i>
Total Positions	386.40	745.00	1,131.40	387.40	752.00	1,139.40

Office of Administration Agency Details:

[Secretary of Administration](#)

Legislative Appropriation	\$1,753,686	\$2,602,000	\$4,355,686	\$1,753,686	\$2,260,000	\$4,013,686
Introduced Budget Non-Technical Changes						
<i>Provide funding for additional staff</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$342,000</i>	<i>\$342,000</i>
Total, Appropriation Changes	\$0	\$0	\$0	\$0	\$342,000	\$342,000
Total Agency Appropriation	\$1,753,686	\$2,602,000	\$4,355,686	\$1,753,686	\$2,602,000	\$4,355,686

Position Level:

Legislative Authorized Positions	13.00	0.00	13.00	13.00	2.00	15.00
<i>Total Position Changes</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>2.00</i>	<i>2.00</i>
Agency Total Positions	13.00	0.00	13.00	13.00	4.00	17.00

[Compensation Board](#)

Legislative Appropriation	\$728,657,985	\$16,606,228	\$745,264,213	\$729,944,069	\$16,606,228	\$746,550,297
Introduced Budget Non-Technical Changes						
<i>Adjust entry-level salary increases for regional jail officers</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$2,625,182</i>	<i>\$0</i>	<i>\$2,625,182</i>
<i>Adjust salaries of constitutional office staff based on increases in locality population</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$359,715</i>	<i>\$0</i>	<i>\$359,715</i>
<i>Align deputy circuit court clerks' minimum salaries with district court clerks'</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,837,167</i>	<i>\$0</i>	<i>\$1,837,167</i>
<i>Establish a minimum of three staff in each circuit court clerk's office</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$358,571</i>	<i>\$0</i>	<i>\$358,571</i>

	FY 2021 General Fund	FY 2021 Nongeneral Fund	FY 2021 Total	FY 2022 General Fund	FY 2022 Nongeneral Fund	FY 2022 Total
<i>Fund 25 percent of staffing needs for Sheriffs' and Commonwealth's Attorneys' Offices</i>	\$0	\$0	\$0	\$2,330,388	\$0	\$2,330,388
<i>Fund Constitutional Officer Information Network (COIN) application re-factor</i>	\$651,103	\$0	\$651,103	\$836,734	\$0	\$836,734
<i>Fund impact of statewide minimum wage increase on constitutional officers</i>	\$85,657	\$0	\$85,657	\$246,767	\$0	\$246,767
<i>Fund position to address agency information technology needs</i>	\$0	\$0	\$0	\$120,725	\$0	\$120,725
<i>Move reductions to agency budget</i>	(\$10,929,053)	\$0	(\$10,929,053)	(\$12,493,747)	\$0	(\$12,493,747)
<i>Provide salary adjustment for Treasurer and Commissioner of Revenue staff</i>	\$0	\$0	\$0	\$1,703,254	\$0	\$1,703,254
<i>Provide technology funding for circuit court clerk offices</i>	\$0	\$0	\$0	\$1,000,000	\$0	\$1,000,000
Total, Appropriation Changes	(\$10,192,293)	\$0	(\$10,192,293)	(\$1,075,244)	\$0	(\$1,075,244)
Total Agency Appropriation	\$718,465,692	\$16,606,228	\$735,071,920	\$728,868,825	\$16,606,228	\$745,475,053
Position Level:						
Legislative Authorized Positions	20.00	1.00	21.00	20.00	1.00	21.00
<i>Total Position Changes</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>1.00</i>	<i>0.00</i>	<i>1.00</i>
Agency Total Positions	20.00	1.00	21.00	21.00	1.00	22.00
Department of General Services						
Legislative Appropriation	\$26,385,532	\$239,659,959	\$266,045,491	\$24,724,963	\$241,610,641	\$266,335,604
Introduced Budget Non-Technical Changes						
<i>Adjust labor rates for the Bureau of Facilities Management internal service fund</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Increase appropriation for the Division of Consolidated Laboratory Services internal service fund</i>	\$0	\$0	\$0	\$0	\$705,193	\$705,193
<i>Increase appropriation for the Virginia Distribution Center internal service fund</i>	\$0	\$0	\$0	\$0	\$1,028,948	\$1,028,948
<i>Reflect elimination of facilities initiative</i>	\$0	(\$2,508,908)	(\$2,508,908)	\$0	(\$3,621,153)	(\$3,621,153)
Total, Appropriation Changes	\$0	(\$2,508,908)	(\$2,508,908)	\$0	(\$1,887,012)	(\$1,887,012)
Total Agency Appropriation	\$26,385,532	\$237,151,051	\$263,536,583	\$24,724,963	\$239,723,629	\$264,448,592
Position Level:						
Legislative Authorized Positions	248.50	435.50	684.00	248.50	435.50	684.00
<i>Total Position Changes</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Agency Total Positions	248.50	435.50	684.00	248.50	435.50	684.00

	FY 2021 General Fund	FY 2021 Nongeneral Fund	FY 2021 Total	FY 2022 General Fund	FY 2022 Nongeneral Fund	FY 2022 Total
Department of Human Resource Management						
Legislative Appropriation	\$5,590,750	\$103,341,397	\$108,932,147	\$5,266,350	\$103,147,490	\$108,413,840
Introduced Budget Non-Technical Changes						
<i>Fund Commonwealth of Virginia Learning Center (COVLC) system upgrade</i>	\$0	\$0	\$0	\$330,357	\$0	\$330,357
<i>Provide additional support for new Recruitment Management System</i>	(\$450,000)	\$0	(\$450,000)	\$850,000	\$0	\$850,000
<i>Provide funding for Recruitment Management System Enterprise Cloud Oversight Service fees</i>	\$3,067	\$0	\$3,067	\$0	\$0	\$0
Total, Appropriation Changes	(\$446,933)	\$0	(\$446,933)	\$1,180,357	\$0	\$1,180,357
Total Agency Appropriation	\$5,143,817	\$103,341,397	\$108,485,214	\$6,446,707	\$103,147,490	\$109,594,197
Position Level:						
Legislative Authorized Positions	43.90	71.10	115.00	43.90	71.10	115.00
<i>Total Position Changes</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Agency Total Positions	43.90	71.10	115.00	43.90	71.10	115.00
Administration of Health Insurance						
Legislative Appropriation	\$0	\$2,197,071,067	\$2,197,071,067	\$0	\$2,301,071,067	\$2,301,071,067
Total, Appropriation Changes	\$0	\$0	\$0	\$0	\$0	\$0
Total Agency Appropriation	\$0	\$2,197,071,067	\$2,197,071,067	\$0	\$2,301,071,067	\$2,301,071,067
Position Level:						
Legislative Authorized Positions	0.00	0.00	0.00	0.00	0.00	0.00
<i>Total Position Changes</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Agency Total Positions	0.00	0.00	0.00	0.00	0.00	0.00
Virginia Management Fellows Program Administration						
Legislative Appropriation	\$1,479,339	\$0	\$1,479,339	\$1,479,339	\$0	\$1,479,339
Total, Appropriation Changes	\$0	\$0	\$0	\$0	\$0	\$0
Total Agency Appropriation	\$1,479,339	\$0	\$1,479,339	\$1,479,339	\$0	\$1,479,339
Position Level:						
Legislative Authorized Positions	1.00	0.00	1.00	1.00	0.00	1.00
<i>Total Position Changes</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Agency Total Positions	1.00	0.00	1.00	1.00	0.00	1.00

	FY 2021 General Fund	FY 2021 Nongeneral Fund	FY 2021 Total	FY 2022 General Fund	FY 2022 Nongeneral Fund	FY 2022 Total
Department of Elections						
Legislative Appropriation	\$24,615,741	\$3,052,250	\$27,667,991	\$22,580,869	\$3,052,250	\$25,633,119
Introduced Budget Non-Technical Changes						
<i>Increase authorized position level</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Increase funding to replace the Virginia Election and Registration Information System (VERIS)</i>	\$16,735,624	\$0	\$16,735,624	\$0	\$0	\$0
<i>Move reductions to agency budget</i>	(\$2,534,575)	\$0	(\$2,534,575)	(\$2,534,575)	\$0	(\$2,534,575)
Total, Appropriation Changes	\$14,201,049	\$0	\$14,201,049	(\$2,534,575)	\$0	(\$2,534,575)
Total Agency Appropriation	\$38,816,790	\$3,052,250	\$41,869,040	\$20,046,294	\$3,052,250	\$23,098,544
Position Level:						
Legislative Authorized Positions	57.00	0.00	57.00	57.00	0.00	57.00
<i>Total Position Changes</i>	<i>1.00</i>	<i>0.00</i>	<i>1.00</i>	<i>1.00</i>	<i>0.00</i>	<i>1.00</i>
Agency Total Positions	58.00	0.00	58.00	58.00	0.00	58.00
Virginia Information Technologies Agency						
Legislative Appropriation	\$282,252	\$331,903,511	\$332,185,763	\$282,252	\$332,093,234	\$332,375,486
Introduced Budget Non-Technical Changes						
<i>Adjust appropriation for internal service fund updates</i>	\$0	\$0	\$0	\$0	\$60,406,559	\$60,406,559
<i>Adjust funding for the data center relocation project</i>	\$0	\$12,404,774	\$12,404,774	\$0	\$617,288	\$617,288
<i>Adjust funding to deploy software defined network services</i>	\$0	\$1,050,000	\$1,050,000	\$0	\$900,000	\$900,000
<i>Increase funding for the addition of a cloud security architect</i>	\$0	\$0	\$0	\$0	\$140,000	\$140,000
<i>Increase funding for the addition of security team positions</i>	\$0	\$0	\$0	\$0	\$275,000	\$275,000
<i>Increase funding for the customer relationship management system update</i>	\$0	\$985,000	\$985,000	\$0	\$120,000	\$120,000
<i>Provide appropriation to upgrade the existing network infrastructure</i>	\$0	\$0	\$0	\$0	\$595,000	\$595,000
<i>Provide funding for the upgrade of downtown wide area network circuits</i>	\$0	\$35,000	\$35,000	\$0	\$75,000	\$75,000
<i>Replace the legacy virtual private network</i>	\$0	\$236,378	\$236,378	\$0	\$472,755	\$472,755
Total, Appropriation Changes	\$0	\$14,711,152	\$14,711,152	\$0	\$63,601,602	\$63,601,602
Total Agency Appropriation	\$282,252	\$346,614,663	\$346,896,915	\$282,252	\$395,694,836	\$395,977,088
Position Level:						
Legislative Authorized Positions	2.00	237.40	239.40	2.00	237.40	239.40
<i>Total Position Changes</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>3.00</i>	<i>3.00</i>
Agency Total Positions	2.00	237.40	239.40	2.00	240.40	242.40

Capital Outlay for the 2020-2022 Biennium

General Fund Nongeneral Fund Bond Financing Bond Type(s) Total Funding

Capital Budget Summary

For more agency details, click the links below to open the agency budget document page.

Administration Capital Outlay Totals:

Total Legislative Appropriation	\$0	\$0	\$17,800,000		\$17,800,000
<i>Total, Appropriation Changes</i>	<i>\$17,540,000</i>	<i>\$0</i>	<i>\$4,512,000</i>		<i>\$22,052,000</i>
Total Capital Outlay Appropriation	\$17,540,000	\$0	\$22,312,000		\$39,852,000

**Administration Capital Outlay By
Agency:**

[Department of General Services](#)

Legislative Appropriation	\$0	\$0	\$17,800,000	VPBA	\$17,800,000
Introduced Budget Changes					
<i>DGS Office Building and Parking Deck at 703 E. Main Street</i>	<i>\$11,320,000</i>	<i>\$0</i>	<i>\$0</i>		<i>\$11,320,000</i>
<i>New Supreme Court Building and Parking Garage at 900 E. Main Street</i>	<i>\$6,220,000</i>	<i>\$0</i>	<i>\$0</i>		<i>\$6,220,000</i>
<i>Capitol Visitor's Center Waterproofing Repairs</i>	<i>\$0</i>	<i>\$0</i>	<i>\$4,512,000</i>	<i>VPBA</i>	<i>\$4,512,000</i>
Department of General Services Capital Outlay Total	\$17,540,000	\$0	\$22,312,000		\$39,852,000